

HAZCOM

**In Support of the Fort Sam
Houston Installation**

Prepared by: FSH Safety Office

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OSHA HAZARD COMMUNICATION (HAZCOM) STANDARD

29 CFR 1910.1200

First enacted on

November 25, 1983

(revisions as recent as 1994)

HAZCOM Pre-Training Quiz

- What is HAZCOM?
- What is the abbreviation MSDS?
- Why do we have a HAZCOM Program?
- What three items must a label contain?
- What is PPE?
- Where do you find information concerning a chemical you work with?

- Who is the HAZCOM administrator for the installation?
- An MSDS must depict (circle all that are correct):
 - a. Manufacturers' name
 - b. Chemical and common name
 - c. Trade secrets
 - d. Health hazards
 - e. Manufacturing process
 - f. Physical characteristics
 - g. Poison Control Center's telephone number

HAZCOM

- YOU have the Right and Need to know:
 - What hazardous chemicals you work with,
 - Associated hazards, and
 - How to protect yourself from these hazards



To Comply - the Commander, AMEDD Center and School and Fort Sam Houston will:

- Designate a HAZCOM Program Administrator -
Mr. Guadalupe Gomez (Safety Manager)
- Provide a written program - AMEDDC&S & FSH Memo 385-33
- Direct labeling of hazardous materials
- Direct compilation of hazardous chemical inventories
- Direct procurement of MSDS for work areas
- Provide HAZCOM information and training

RESPONSIBILITIES:

- Installation Commander
- Occupational Safety and Health Manager
- Chief, Preventive Medicine
- Chief, Logistics Division
- Department/Division/Chiefs & Directors
- Collateral Duty Safety Officers (CDSOs)
- Supervisors
- Employees

HAZCOM COMPONENTS

Overview - Subjects to be Covered

- Hazard Determination
- Written Program
- Labels
- Chemical Inventories and MSDSs
- Employee Information and Training

HAZARD DETERMINATION -

- Evaluation is performed by chemical manufacturer/importer
- Standard lists specific sources and guidelines
- Hazard determination procedure will be written and made available, upon request, to employees or their designated representatives

The Written Program

General Requirements

- Will include local policies and procedures for:
 - Labeling
 - Inventories
 - MSDSs
 - Employee Information and Training
- **Work site** specific program

EXCEPTIONS -

- **Laboratories** (within hospital and clinic areas) covered by a different standard - *are* required to have a **Chemical Hygiene Plan**
- **Warehouses** that only handle sealed containers - *are* required to have a **Spill Plan** and maintain a hazardous chemical inventory with MSDSs

LABELS

- Labels must contain:
 - Name of chemical
 - Manufacturer/Importer
 - Appropriate hazard warnings
- All containers must be labeled
 - exception if container is portable and will be used immediately. **Never** leave unmarked containers unattended, where others may use it. *FSH policy is that all containers will always be labeled including secondary containers.*
 - Always read the warning label **BEFORE** using any chemicals

LABELS (continued):

- Warning signs/placards can be used for such items as large vats/tanks
- Logistics ensures chemicals have proper hazardous chemical warning labels prior to storage or issue
- Do NOT accept an item that has not been properly labeled or you have not received an MSDS for it.

Labels - Exception:

- Items already covered by other federal regulations (but must still comply with other provisions in HAZCOM, such as MSDS access and employee training)
 - Pesticides
 - Food Additives, Drugs, Cosmetics, etc.
 - Alcoholic Beverages
 - Consumer Products

Hazardous Chemical Inventories

General Requirements

- List of all hazardous chemicals at worksite, to include:
 - Non-routine tasks/hazards
 - Chemicals contained in unlabeled pipes in area
 - Multi-employer workplace
- Inventory shall be updated annually or when new chemicals are introduced to the work site
- Employees briefed on new chemicals

Hazardous Chemical Inventories:

- Two factors determine what chemicals to include:
 - Chemical's hazardous properties
 - Likelihood for employee exposure (must consider all forms):
 - liquids
 - solids
 - gas
 - vapors
 - fumes
 - mists

What to include on the inventory?

- If words like *Danger*, *Warning*, *Caution*, or *Harmful* appear on the label
- Items already identified as a hazardous chemical
- If not sure - contact your HAZCOM Program Administrator

Chemical Inventory

-Exemptions-

- Hazardous Waste
- Tobacco or Tobacco Products
- Wood or Wood Products
 - (if flammability/ combustibility only hazard)
- Articles
- Food, Drugs, Cosmetics, or Alcohol Beverages
- Consumer Products, used in same manner they would be used at home

MSDSs:

- Must be accessible, along with the chemical inventory, to *all* employees on *all* shifts
- Must contain 8 elements of information:
 - Manufacturer's information
 - Hazardous ingredients (unless is it proprietary)
 - Physical and chemical characteristics
 - Fire and explosion hazard data
 - Reactivity data
 - Health hazards
 - Precautions for safe handling and use
 - Control measures

Employee Information & Training

General Requirements

- Training shall take place **before** you work with any hazardous chemicals
- **Purpose** - to teach you how to protect yourself/coworker from chemical injuries
- HAZCOM Standard
- Understanding MSDS/labels
- Training requirements

Information and Training

- *Additional* information & training is required when:
 - New hazard is introduced to work area
 - New procedures/equipment could result in increased chemical exposures
 - Manufacturer provides new information
 - Performing non-routine tasks
 - Pipes containing hazardous chemicals are located in your work area
 - Specific training required under another OSHA Standard

Work site Specific Training

- Know location of MSDSs for chemicals used in **your** area
 - be able to read/interpret physical and health hazard data from the MSDS
- Know how to detect the presence of the chemicals in **your** work area
- Know work practices and procedures in **your** area
 - to include engineering controls in place, any personal protective equipment required, and emergency procedures

Information and Training

- Required for all personnel working with hazardous chemicals -
 - Initial/Annual Refresher
 - Work site Specific
 - All will be documented on CSFS 98-E
- Documentation of initial training is maintained in your personnel file for duration of employment plus thirty years (work site/refresher - five yrs)

Supervisor/CDSO's Responsibilities:

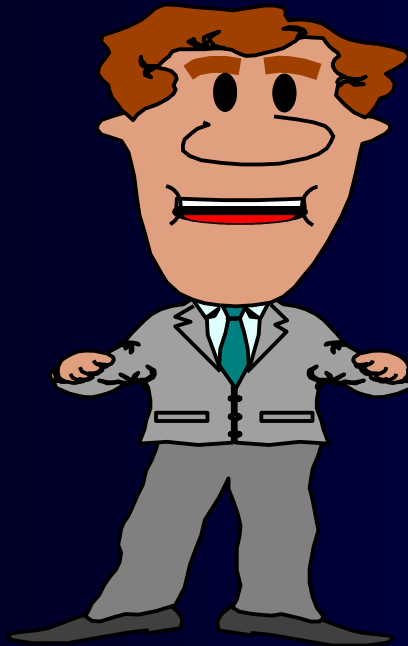
- Maintain copy of HAZCOM program in work area
- Ensure all HAZCOM program elements are met
- Develop work site specific SOP
- Attend/Conduct formal initial/refresher/work site HAZCOM training
- Document Employee training on CSFS Form 98-E
- Ensure/Enforce use of required PPE or applicable controls/chemical spill procedures
- List of non-routine tasks applicable to their areas

Employee Responsibilities:

- Know where to obtain information about hazardous chemicals used in your work area
- Read/Understand labels/MSDSs **before** you start working
- Ask questions if you are not sure
- Keep your work area clean
- Use required protective equipment/clothing
- Do NOT eat, drink or smoke around chemicals
- Practice good personal hygiene practices, e.g. wash hands before eating, drinking, or smoking
- Learn emergency procedures for your area
- Follow procedures for disposal and spill clean-up

Proof of a Successful HAZCOM Program is YOU !

- – How well you practice safe and healthful work habits will determine your safety and well-being and will ensure a long productive career!



Questions (?) and/or Comments

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